

**Park County Board of County Commissioners  
Regular Meeting  
December 17, 2013**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, December 17, 2013. Present were Chairman Loren Grosskopf, Commissioners Bucky Hall, Joe Tilden and Tim French, and County Clerk Jerri Torczon. Lee Livingston was not in attendance.

Chairman Grosskopf called the meeting to order and Betsy Simon of the Cody Enterprise led the audience in the Pledge of Allegiance.

**Meeteetse Conservation District Update.**

Landa Robins, Clerk, and Blaise Allen, Resource Specialist, with the Meeteetse Conservation District, came before the Board and provided an update of the 2013 fiscal year accomplishments and projects. Highlights included Cooperator Assistance; Education; Natural Resource Management and Planning; Water Quality; Range; Soil Moisture; Weather and Weeds; and Training.

**Approval - Request to Transfer Title III Firewise Program from Cody Conservation District to Meeteetse Conservation District.**

Steve Jones, Secretary of the Meeteetse Conservation District, and Mack Frost, Chairman of the Cody Conservation District, appeared before the Board. A request was presented to transfer the Title III Firewise Program from Cody Conservation District to Meeteetse Conservation District, as the Cody Conservation District will cease operations, due to lack of funding. There is currently approximately \$36,000.00 in Title III funds and Meeteetse Conservation District will continue the Firewise Program. It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to transfer Title III Firewise Program to the Meeteetse Conservation District and directed Mr. Jones to see if there is a timeline on expending the Title III funds, and to obtain an extension if appropriate. A letter from the Board will be forwarded directly to the Forest Service regarding the transfer. Mack Frost spoke regarding the closure of the Cody Conservation District.

**Approval - Request for Proposals for Records Preservation and Access Digitization in County Clerk's Office.**

County Clerk Jerri Torczon presented a Request for Proposals for Records Preservation and Access Digitization. The project is proposed for records preservation of documents recorded in the County Clerk's Office. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to approve the Request for Proposals as presented and established a January 31, 2014 deadline for submission of proposals, with proposals to be opened at the February 4, 2014 meeting.

**Approval - Certified Local Government Annual Report and Annual Grant Application for the Park County Historic Preservation Commission.**

Chairman Larry Todd of the Park County Historic Preservation Commission came before the Board and presented the Certified Local Government Annual Report, the Annual Grant Application and the projects on which the Commission has been working. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the Annual Report and authorized the Chairman to sign. It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to approve the Certified Local Government Annual Grant Application, in the amount of \$18,266.00 for Post-fire Archaeological Inventory of the Hardluck Fire, and authorized the Chairman to sign

**Proposed Cody Laboratories Campus Expansion.**

James Klessens, Chief Executive Officer/President of Forward Cody, Wyoming, Inc., and Bernhard Opitz, Executive Vice President of Cody Laboratories, came before the Board and presented the proposed planned development expansion of the Cody Laboratories on Road 2AB in Cody. Chairman Grosskopf disclosed that

he is on the Board of Forward Cody, Wyoming, Inc. The proposed facility will be on a 25 acre parcel, with the first phase of the project creating an additional 45 positions, to be completed in 2014. The estimated cost for Phase I is \$3.6 million, with the funding nearly in place. The second phase, scheduled in 2015-2018 will cost an estimated \$102 million, and will create 100 additional jobs, with an average salary of \$55,000.00 per year. By 2026, Cody Labs will be employing 360 employees. Because of the magnitude of the project, Cody Labs is requesting support from local officials in efforts to obtain grants through the Wyoming Business Council and loans and Industrial Revenue Bonds through the State of Wyoming. There is also funding available through the Wyoming Department of Transportation for the Industrial Roads Program that offers 50% funding to support traffic infrastructure for industrial development that could be utilized to improve Road 2AB. After a general discussion, it was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to send a letter of support to the State Loan and Investment Board.

#### **Presentation of Retirement and Volunteer Appreciation Plaques.**

Chairman Grosskopf presented retirement and volunteer appreciation plaques to Nancy Bailey, who served on the Park County Planning and Zoning Commission for six years; to Susan Diehl on behalf of Ev Diehl, who served on the Park County Historic Preservation Commission for six and a half years; to John Newton, who served on the Yellowstone Regional Airport Board for six years; and to Bob Parsons, Supervisor of the Park County Weed & Pest Control District for thirty-six years, ten months.

#### **Approval of Vouchers.**

Vouchers were presented to the Board for consideration. It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve the following vouchers for payment:

<b><u>Payee</u></b>	<b><u>Amount</u></b>
ALBERTSONS PURCHASE ADV. CARD	\$253.72
AMERICAN PLANNING ASSOCIATION	\$624.00
API SYSTEMS INTEGRATORS	\$162.61
AT CONFERENCE	\$15.86
BAILEY ENTERPRISES, INC.	\$450.45
BEAR CO., INC.	\$1,354.95
BEARTOOTH ELECTRIC COOP	\$98.12
BIG HORN ENERGY, INC.	\$75.00
BIG HORN ENERGY, INC.	\$4,931.36
BIG HORN PAINT, INC.	\$47.95
BIG HORN RURAL ELECTRIC COMPANY	\$248.83
BIG HORN WHOLESALE, INC.	\$2,387.39
BIG SKY COMMUNICATIONS, INC.	\$189.00
BLAIR'S MARKET	\$23.96
BLOEDORN LUMBER - CODY	\$315.78
BLOEDORN LUMBER - POWELL	\$225.06
BOB BARKER COMPANY	\$432.88
BOONE'S MACHINE SHOP	\$106.00
BRAD HALL AND ASSOCIATES, INC.	\$6,057.65
CAMPBELL'S REPAIR & COLLISION	\$31.99
CARING FOR POWELL ANIMALS	\$960.00
CARQUEST AUTO PARTS - #064250..	\$49.82
CDW GOVERNMENT, INC.	\$436.88
CENTURYLINK	\$2,505.29
CENTURYLINK BUSINES SERVICES	\$9.17
CIVIC RESEARCH INSTITUTE, INC.	\$179.95
CODY ACE HARDWARE	\$337.93
CODY COUNCIL ON AGING	\$12,500.00
CODY ENTERPRISE	\$2,197.30
CODY FAMILY & CSMTIC DENTISTRY	\$140.40
CODY WINNELSON CO.	\$105.94
CODY YELLOWSTONE AIR	\$7,200.00
CODY, CITY OF	\$2,422.93

COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$140.00
CORRECTIONAL HEALTHCARE MGMT, INC.	\$3,628.68
COULTER CAR CARE CENTER	\$80.00
CRISIS INTERVENTION SERVICES	\$1,257.08
CRUM ELECTRIC SUPPLY CO.	\$1,417.74
DENNY MENHOLT CHEVROLET BUICK GMC	\$270.01
ELLIOT RIVERS PUBLISHING CO.	\$45.00
ENERGY WEST - WYOMING	\$12,429.00
ENGINEERING ASSOCIATES	\$7,454.00
FITZWATER, VICKIE	\$29.38
FREMONT MOTOR CODY, INC.	\$46.08
FREMONT MOTOR POWELL, INC.	\$153.55
FROST ROCK PRODUCTS CO.	\$215,000.00
GALLS INCORPORATED	\$169.98
GARLAND LIGHT & POWER CO.	\$1,102.08
GLOBALSTAR USA, INC.	\$42.34
GM PETROLEUM DISTRIBUTORS	\$548.50
GROSSKOPF, LOREN M	\$517.81
HANSON CHEMICAL INC.	\$662.97
HOLM, BLOUGH AND COMPANY	\$11,368.75
HUGHES, RUSTY	\$21.98
INTERSTATE BATTERIES	\$329.85
INTERSTATE TIRE SERV. INC	\$55.00
IVERSON SANITATION	\$50.00
JOHN DEERE FINANCIAL	\$10.70
K-B COMMERCIAL PRODUCTS	\$1,415.20
KEEGAN & WINSLOW P.C.	\$3,257.00
KEELE SANITATION	\$350.00
KENCO SECURITY AND TECHNOLOGY	\$262.50
KINCHELOE PLUMBING & HEATING	\$35.25
LAW OFFICE OF ALEX H. SITZ III	\$764.74
LEON UNIFORM COMPANY, INC.	\$121.00
LIGHTS 'N SUCH	\$20.25
LINTONS BIG R, INC.	\$370.40
LOEPER, JESSICA	\$4,125.00
MAJESTIC LUBE, INC.	\$46.95
MCCARTY, REED, & EARHART, ATTYS L.C.	\$980.00
McINTOSH OIL, INC.	\$7,407.28
MEDICAL CENTER PHARMACY	\$42.58
MEETEETSE SENIOR CITIZENS	\$2,500.00
MEETEETSE, TOWN OF	\$112.20
MEINECKE & SITZ, ATTYS AT LAW	\$341.84
MICKELSON, JOSEPH D	\$205.66
MONTANA-DAKOTA UTILITIES CO.	\$445.59
MOTOR PARTS, INC.	\$185.47
NAPA AUTO PARTS	\$8.11
NATIONAL SHERIFFS' ASSOCIATION	\$103.00
NEMONT	\$46.87
NEWMAN TRAFFIC SIGNS, INC	\$2,115.00
NORTHERN GARDENS, LLC	\$929.00
NORTHWEST WY FAMILY PLANNING	\$791.00
OFFICE SHOP, THE	\$243.63
PARK CO EMPLOYEE BENEFITS TRUST	\$45.00
PARK CO EMPLOYEE BENEFITS TRUST	\$40.50
PARK COUNTY ANIMAL SHELTER	\$960.00
PENWELL, STEVE	\$60.60
PILCH ENGINEERING INC., PC	\$4,086.00
PITNEY BOWES - RESERVE ACCOUNT	\$5,000.00
PITNEY BOWES, INC. - A/R	\$341.25
POWELL ACE HARDWARE, LLC	\$275.04
POWELL DRUG, INC.	\$20.81
POWELL OFFICE SUPPLY, INC.	\$327.60
PRO-BUILD - CODY	\$116.93
PSS WORLD MEDICAL, INC.	\$89.31
QUILL CORPORATION-	\$295.90
RIMROCK TIRE CO - CODY	\$523.62

RIMROCK TIRE CO - POWELL	\$61.55
ROCKY MOUNTAIN POWER	\$1,257.02
S & S AUDIO-VIDEO, INC.	\$12.99
S & S NIELSEN, LLC	\$2,550.00
SATCOM GLOBAL FZE	\$52.53
SELLERS, MARSHALL D.	\$10.00
SHOPKO PHARMACY #772	\$120.14
SHOSHONE OFFICE SUPPLY, INC.	\$1,091.91
SIDES, GARRETT	\$10.00
SMITH, LISA	\$8.00
STEWART, SCOTT	\$252.56
STROUPE PEST CONTROL, CO.	\$505.00
SYSCO FOOD SERVICES OF MONTANA	\$1,284.35
TCT WEST, INC	\$6,562.07
TEAM LABORATORY CHEMICAL CORP.	\$106.50
THIEL, LLOYD E. & TAMMY J.	\$10.00
TORCZON, JERRI B.	\$119.78
TRACTOR & EQUIPMENT CO	\$498.86
VERIZON WIRELESS	\$113.10
VISA - #0076	\$1,558.58
VISA - #0092	\$608.21
VISA - #0118	\$95.00
VISA - #0126	\$494.47
VISA - #0142	\$1,063.78
VISA - #0151	\$165.45
VISA - #0169	\$487.41
VISA - #0225	\$1,389.38
VISA - #9234	\$1,670.27
VISA - #9242	\$13,818.88
WEAVER, GUY	\$10.00
WOODWARD TRACTOR & RENTAL, INC	\$28.33
WPCI CONSULTANTS, INC.	\$135.00
WYOMING DEPT OF TRANS - ACCOUNTING	\$30.23
WYOMING DEPT OF WORKFORCE SERVICES	\$70.09
WYOMING LAW ENFORCEMENT ACADEMY	\$300.00
WYOMING WATER WORKS	\$144.00
TOTAL	\$380,012.17

#### **Approval of Minutes.**

The minutes of the meeting of December 10, 2014 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to approve the minutes.

#### **Approval of Payroll.**

Payroll of December 5, 2013, in the amounts of \$75,864.81 and \$387,399.67 were presented to the Board for consideration. It was moved by Commissioner French, seconded by Commissioner Hall and unanimously carried to approve the payroll as presented.

#### **Approval - Lease Renewal for High Country Mercantile.**

Mike Garza, Superintendent of Buildings and Grounds, came before the Board and presented a Lease Renewal for High Country Mercantile for consideration. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the lease renewal, in the amount of \$18,380.87 for the first year.

#### **Memorandum of Understanding with State Parks & Cultural Resources/State Trails Program and Shoshone National Forest for Snowmobile Trail Management .**

Greg Meinecke, County Engineer, came before the Board and presented the Memorandum of Understanding between Park County and the State Parks & Cultural Resources/State Trails Program and Shoshone National Forest for Snowmobile Trail

Management. It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the Memorandum of Understanding as presented, and authorized the Chairman to sign.

**Compliance with Wyoming Statute §35-11-532: Municipal Solid Waste Facility Operator Financial Responsibility.**

Tim Waddell, Solid Waste Manager, came before the Board and presented information on compliance with Wyoming Statute §35-11-532 regarding Municipal Solid Waste Facility Operator Financial Responsibility, which proves that the landfills have enough capital to operate, to pay the loan back and for closure and post closure. It was the consensus of the Board to allow Mr. Waddell to send the report as presented.

**Recess for Lunch.**

The meeting recessed for lunch, where the Board participated in the employee Christmas lunch, paid for by funds from the pop and candy machines. The meeting returned to regular form at 1:15 p.m.

**Public Health Monthly Update.**

Bill Crampton, Public Health Nurse Manager, came before the Board and presented the Public Health Monthly Update, providing information on flu vaccinations, grant funds and Hepatitis C information provided to the public.

**Executive Session.**

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to go into Executive Session regarding matters confidential by law, pursuant to Wyoming Statute §16-4-405(a)(ix).

It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to go out of Executive Session.

**Discussion - Attendance at State Loan & Investment Board Meeting on January 16, 2014.**

A discussion was held on attendance at the State Loan & Investment Board Meeting on January 16, 2014 in Cheyenne regarding the grant application for the Fairgrounds Multi-Purpose Building. Commissioner Livingston and Commissioner French will attend the meeting.

**Liaison Reports.**

Commissioners gave a brief update on their respective Board liaisons, including the Airport Board, the Bureau of Land Management, the Forest Service, the Predator Board, Yellowstone Park and the Cody Shooting Complex.

**Adjournment.**

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to adjourn the meeting.

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Loren Grosskopf, Chairman

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Joseph E. Tilden, Vice Chairman

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Bucky Hall, Commissioner

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Lee Livingston, Commissioner

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Tim A. French, Commissioner

Attest:

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Jerri B. Torczon, County Clerk